



TOWN OF HOLDEN
MASSACHUSETTS
OFFICE OF THE TOWN MANAGER

Jacquelyn M. Kelly
Town Manager

November 4, 2016

TO: Board of Selectmen

FROM: Jacquelyn M. Kelly,
Town Manager

SUBJECT: *Town Manager's Update*

- 1. November 8, 2016 Election Day** – Election Day is on Tuesday, November 8. Polling hours are from 6 a.m. to 8 p.m. Should you have any questions please contact the Town Clerk's Office at 508-210-5530 or check the Town's Web site at www.holdenma.gov.

Early voting has been very popular. Our Town Clerk and her staff have been extremely busy with voters taking advantage of this first-time ever voting opportunity. At the beginning of the day on Thursday, November 3rd, 2,433 residents have cast their ballots at the Town Clerk's Office. At that rate, we can expect that approximately 3,000 Holden voters will have cast their ballots prior to Tuesday's Election. That represents about 22% of our total registered voters.

Information ☒ [X]

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- 2. January to June 2017 Selectmen Meeting Schedule** – We have prepared the enclosed Board of Selectmen meeting schedule for the period of January 2017 through June 2017 for your consideration.

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- 3. Fire Department Updates** – Congratulations to Chief Jack Chandler for being voted the *Landmark's* Best Public Official of the Year. Chief Chandler has been with the Town for over ten years. He successfully established our full-time Ambulance Service and was instrumental in the planning and construction of our new Public Safety Facility, among many other accomplishments.

- **Firehouse Friday:** According to Chief Chandler, Fox TV was at the Holden Fire Station Tuesday November 1, 2016 to film a segment of their *Fire House Friday* series where they visit fire stations across the State. The Holden Fire segment is tentatively scheduled to air on Friday November 11th.
- **Regional Emergency Response Coordination:** The Holden Fire Department works closely with other Fire Departments, Emergency response personnel, and state fire agencies to train for potential emergencies. The Chief reports that there will be an upcoming state-wide Technical Rescue Drill that will last four days and include responding to terrorist events. Members of the Army National Guard, the State Haz-Mat Team and all the Technical rescue teams across the State will participate. The Chief and Deputy Chief Russ Hall have attended a table-top drill at the Worcester Airport to review how local fire and ambulance officials and personnel would be coordinated to respond to large scale emergencies at the airport.
- **Department/ Community Outreach:** In addition to regional planning, the Holden Fire Department will be holding a “Surviving a Fire – Seconds Count” seminar that will be held at the Senior Center in December. More information about this seminar will be on the town’s Web site.
- **Public Safety Response to School Emergencies:** The Holden Fire Department has taken the lead role in developing the Town’s *Public Safety Response to School Emergencies*. Chief Chandler has commended Chris Montiverdi, Emergency Management Coordinator and Deputy Chief Russ Hall who spearheaded the project.

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4. DPW Projects

- **South Main Street Construction** – The water main replacement work on south Main Street continues. We expect that the work from the intersection of Shrewsbury Street to the south Zottoli Road intersection (near CRA) will be completed before the project is suspended for the winter season. Work will begin again in the spring.
- **Princeton Street** – The final paving of Princeton Street was completed last week.
- **Wyoming Drive** – The construction work on Wyoming Drive is nearing completion. We expect this project to be done in the next month. We will return next spring to complete any ancillary work and paving.
- **Stop Signs** – The DPW is planning on installing solar powered stop signs with lights around the perimeter of the 8-sided signs at the four-way stop at Malden and Wachusett Streets. We have been working with the neighbors nearby and we will be closely monitoring the effectiveness of the signs and the impact to the residents.

We will also be installing similar lighted stop signs at the two-way stop at the intersection of Princeton Street and Quinapoxet Street/ Mount Pleasant Drive. The DPW will also be monitoring and evaluating this intersection to see if there is improvement to vehicular traffic and if a four-way stop may be a further option.

- **Mayo School Pedestrian Crossing Light** – The installation of a school zone flashing crossing light was funded in this year's DPW capital budget.

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- 5. Composting and Brush Chipping** – The DPW will be offering Saturday residential composting and brush chipping events through December as follows:

November 5
November 12

November 19
December 3

Hours of operation are 8 a.m. to 2:30 p.m., weather permitting. Composting materials will be accepted at the former Landfill (River Street), and brush chipping will be done at the DPW Adams Road facility due to the Asian Longhorned Beetle quarantine area. More information including restrictions is available on the Town's Web site www.holdenma.gov.

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- 6. HMLD Monthly Report --** Enclosed is the Holden Municipal Light Department's monthly Report for the period ending September 2016, prepared by Jim Robinson, HMLD General Manager.

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- 7. Help at HOME** – According to Jim Robinson, HMLD General Manager and Help at HOME Committee Member, there will be an insert (flyer and envelope) in the November Utility bills for the Help at HOME donation campaign. This past fiscal year, over \$18,000 was raised through generous donations from our residents. Since the program started in 2008, over \$150,000 has been raised and over \$120,000 has been distributed to our Holden neighbors in need.

Thanks are due to the Help at HOME Committee members and to the Senior Center Staff and Council on Aging for their work to meet this need in our community.

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- 8. Holden Recreation Fall Classes --** The Recreation Department and Holden Police Department offered a Women's Basic Self Defense Training on Wednesday, October 19, 2016. The class was full with twenty (20) participants. We will be looking at future dates for similar training.

The Recreation Department's Fall Class schedule has been published. There are many offerings to promote physical fitness and well being. We invite our residents to check out our courses by looking at the Recreation Department's Web page or by calling the Department at 508-829-0263.

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- 9. Veterans' Day** – Veterans' Day will be observed on Friday, November 11, 2016. All town offices will be closed.

Information ☒ [X]

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Signature []

Please do not hesitate to contact me should you have questions about these matters.

Jacquelyn M. Kelly
Town Manager

Cc: Department Heads